#### **United States Department of State**



# **Foreign Affairs Manual**

## **VOLUME 1 – Organization and Functions**

**Change Transmittal**: ORG-328

**Date**: April 04, 2014

# 1 FAM 020 OFFICE OF THE SECRETARY OF STATE (S)

### **Changes**

- 1. Summary:
  - 1 FAM 022.3 revised to reflect changes to The Office of the Ombudsman (S/O)
- 2. If this issuance changed less than half the words, we formatted the changed text in *dark magenta italic*. If this issuance changed more than half the words, we did not use *dark magenta italic*. The CT line in each section shows when that section last changed.
- 3. Officers are reminded that Department-issued materials not codified in the Foreign Affairs Manual or its supplemental Foreign Affairs Handbook series generally have no regulatory validity (see 2 FAM 1111.1).
- 4. The office responsible for the material in this subchapter is **S/ES-EX/GSO**. Please direct questions concerning content substance and interpretation to this office. Administrative questions on the Foreign Affairs Manual or Handbooks can be directed to A/GIS/DIR, Office of Directives Management.

### **Filing Instructions (Paper Copies)**

- 1. Remove and discard the old CT:ORG-316; 08-07-2013 and insert the new CT:ORG-328; 04-04-2014.
- 2. After inserting the material in the binder, insert this change transmittal letter immediately following the CT Checklist, then fill in the entry line for appropriate CT and initial.

### **Distribution Notice**

- 1. The Foreign Affairs Manual and Handbooks (unclassified) official version can be found on the State Department's Intranet site.
- 2. All posts and offices keeping paper versions of the Foreign Affairs Manual are responsible for maintaining the FAM on a current basis (see 2 FAM 1116.5).
- 3. Use KFAM and AINF TAGS on all communications on FAM/FAH issues.